



IPSO Submission – April 2021

1.1 Factual Information about the Regulated Entity 1.1 List of titles/products ([see supporting document](#))

1.2 Name of Responsible Person Haymarket Media Group's responsible person is Brian Freeman, CFO.

1.3 Overview of Regulated Entity Haymarket was founded in 1957. As a media, technology and information Group, we offer brands, products, services and live experiences to highly engaged and high-value audiences in specialist consumer, business-to-business, content marketing and professional services sectors. The Group operates predominantly in the UK and the USA but also operates in a number of other countries including Germany, Hong Kong, Singapore and India. Across the Group Haymarket produces more than 60 brands, with around 600 employees in the UK.

2.0 Internal Guides Haymarket UK has the following internal manuals used by journalists, of which copies are available on request by the Regulator:

- Haymarket UK Editorial Code of Ethics
- Haymarket Code of Conduct

3.0 Compliance Procedures

Where required, editors and journalists seek advice from IPSO in advance of publishing articles to consider matters of compliance with the Editors' Code. This advice is then considered alongside editorial guidance and the public interest when refining and publishing any articles.

3.1 Our editorial standards

3.1.1 Compliance with the Editors' Code Copies of the Editors' Code are supplied to all journalists, as well as copies listed on the intranet/shared drives. Where the Regulator finds against a publication in the course of assessing a complaint, the publication will comply with the findings and any remedial action required.

The 2021 Editors' Code was circulated to all editorial employees via an email from their editorial leads in March 2021 and updated across Haymarket internal platforms in April 2021.

Editorial meetings are held daily and weekly by editors with teams and quarterly as one-to-ones. The editors meet in their respective divisions on a bi-monthly basis.

3.1.2 Complaints Handling

Haymarket Media Group has a standard complaints procedure across all publications, which is published on the website of each title. Members of the public can register an editorial complaint under this procedure by completing an online form, or by submitting a complaint in writing to the company address. <http://complaints.haymarket.com/>

Complaints received in line with the published procedure, or referred from IPSO, are logged on a complaints record and then assessed by the responsible person, who will seek to resolve the matter with the complainant. Complaints that fall outside the procedure, i.e. are not editorial complaints, are logged and referred to the relevant department/person.

Where the Regulator finds against a publication, the publication complies with the findings and any remedial action required by the Regulator.

The IPSO mark is displayed in the majority of Haymarket's print publications and is being gradually added to Haymarket's online publications.

3.1.3 Verification of stories Journalists and editors take all appropriate steps to confirm stories and take legal advice when necessary.

When conducting interviews, all journalists identify themselves as such, are familiar with on and off the record practices and keep detailed records.

3.2 Adverse Adjudications There have been no adverse adjudications against Haymarket.

3.3 Training of Staff When required, Haymarket arranges staff training sessions to update staff on regulatory changes. New joiners are supplied with all relevant policies and procedures via the company's Intranet, including a copy of the Editors' Code. Haymarket has provided all Editors with a copy of the Editors' Code and Codebook, as well as sharing the details on its Intranet.

We partnered with our media lawyers, Lewis Silkin, and our training provider Content ETC to deliver a programme of law refresher training for all content producers. To ensure their knowledge remains current, the workshop covers key topics such as Copyright, Trademarks, Libel, Privacy & Confidence, Data Protection, Contempt and The Editors' Code.

Our employees also have access to legal advice for each of their brands, which they are actively encouraged to use. We have a pre-pub arrangement in place with Lewis Silkin where anyone can send a piece of journalism they intend to publish to Lewis Silkin for clearance and the legal advice is paid for directly by the brand/division.